



## FINANCIAL SECRETARY TRAINING (Includes Faithful Comptrollers)

### Covering Fulfilling the Duties & Responsibilities using Member Management/Billing

**Dates:** Saturday, January 8, 2022  
Saturday, January 22, 2022

**Location:** **Blessed Michael McGivney Pilgrimage Center**  
**(formerly known as Knights of Columbus Museum)**  
One State Street  
New Haven, Connecticut

#### Agenda

- 9:30 AM – Registration (*Museum may not be open prior*)
- 10:00 AM Training
- 12:00 Noon – Lunch (approx.)
- 2:00 PM - Conclusion

**Cost:** \$5.00 per person – to offset cost of lunch.

If you plan to attend one of these training sessions, please RSVP to  
Robert Goossens, PSD at [bob.goossens@kofc.org](mailto:bob.goossens@kofc.org)

Do to COVID restrictions in New Haven, space is limited, so please RSVP at least 5 days prior to date of the session so that accommodations can be made for seating, lunch and internet access.

Feel free to bring your lap top to training – access to Internet will be provided.